



## **BOARD OF HEALTH**

### **PERFORMANCE EVALUATION COMMITTEE**

**August 31, 2017 Special Meeting**

#### **Minutes**

**I. CALL TO ORDER AND ATTENDANCE.** Judith Sartucci, Committee Chairman, called the meeting to order at 11:10 AM in the second-floor conference room of the Rocky Hill Town Hall, Rocky Hill, CT.

**Present:** Judith Sartucci, Patricia Checko and Marti Stiglich

**Excused:** Carolyn Wysocki **Quorum present.**

**Guest:** Charles Brown

**Notice posted:** August 23, 2017

**II. PUBLIC FORUM:** No one from the public was present.

**III. APPROVAL OF MINUTES**

**A MOTION** was made by Checko, seconded by Stiglich, to approve the minutes of the August 17, 2017 Special Committee meeting as presented. **MOTION CARRIED UNANIMOUSLY.**

**IV. EXECUTIVE SESSION**

**A MOTION** was made by Stiglich, seconded by Checko, to go into executive session pursuant to Conn. Gen. Stat. Sec. 1-200(6)(A) for discussion of the performance of the director of health and to invite Charles Brown into session. **MOTION CARRIED UNANIMOUSLY.**

In Executive Session at 11:11 AM: Sartucci, Checko, Stiglich and Brown.

Brown waived his right under Conn. Gen. Stat. Sec. 1-200(6)(A) to an open session. Committee came out of executive session at 12:59 PM.

**V. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION AND NEXT STEPS.**

Committee determined that Brown had satisfactorily completed his third year as Director of Health and his three-year term of appointment.

**MOTION** by Stiglich, seconded by Checko, to move forward to the Board for approval a highly favorable performance evaluation and a recommendation for compensation for 2017. Sartucci will draft Committee's assessment and circulate for comment by Committee and Brown before moving forward to the Board for action at its September 21st Board meeting. **MOTION CARRIED UNANIMOUSLY.**

**Performance Evaluation Committee  
August 31, 2017 Special Meeting  
Page 2**

**MOTION** by Checko, seconded by Stiglich, to move forward to the Board for approval a recommendation for reappointment of Brown to a second three-year term as Director of Health and recommendations for a three-year contract. **MOTION CARRIED UNANIMOUSLY.**

**MOTION** by Stiglich, seconded by Checko, to recommend to the Board adoption of 2017-2018 performance criteria (priorities and objectives) for the Director of Health. Sartucci will circulate draft to Committee and to Brown for comment before sending to Board for action at its September meeting. **MOTION CARRIED UNANIMOUSLY.**

Committee highly commended Brown for his work on behalf of the Health District over the last 3 years.

Sartucci thanked the Committee members for their time and input.

**VI. NEXT MEETING** – TBA in 2018.

**VII. ADJOURNMENT**

**A MOTION** was made by Checko, seconded by Stiglich to adjourn.  
**MOTION CARRIED UNANIMOUSLY.** Meeting adjourned at 1:05 PM.

Respectfully submitted,

Judith A. Sartucci  
Recorder pro tem

**REVIEWED AND APPROVED BY THE COMMITTEE: April 13, 2018**